

Date

ROUTING AND TRANSMITTAL SLIP

9/16/88

TO: (Name, office symbol, room number,  
building, Agency/Post)

Initials

Date

9/19/88  
405

B  
Y

9/17/88  
9/20/88

2.

3.

4.

C/AS

5.

Action	File	Note and Return
Approval	For Clearance	Per Conversation
As Requested	For Correction	Prepare Reply
Circulate	✓ For Your Information	See Me
Comment	Investigate	Signature
Coordination	Justify	

REMARKS

DO NOT use this form as a RECORD of approvals, concurrences, disposals,  
clearances, and similar actions

FROM: (Name, org. symbol, Agency/Post)

Room No.—Bldg.

STAT

C/AS

Phone No.

5041-102

☆ U.S. GPO: 1986-491-247/40012

OPTIONAL FORM 41 (REV. 7-76)  
Prescribed by GSA

CIA-RDP93B00099R000700120009-3

TRANSMITTAL SLIP

DATE

15 Sep 88

STAT TO:

/Admin Officer/OS

ROOM NO.

BUILDING

STAT

REMARKS.

FYI

STAT FROM:

/C/PSD

ROOM NO.

BUILDING

EXTENSION

STAT

202

FORM NO.

REPLACES FORM 36-8

(47)

CIA-RDP93B00099R000700120009-3

15 September 1988

## MEMORANDUM FOR THE RECORD

FROM: [REDACTED]

Deputy Chief, Domestic Security Branch

SUBJECT: ILSP Working Group - 9/15/88

1. The ILSP Working Group was held on 15 September 1988 in room 3E14, Headquarters Building. Representatives from OS were [REDACTED] HSD, [REDACTED] HSD and the undersigned, [REDACTED] ( [REDACTED] was not present). The following OS issues surfaced during this meeting.

a. Under OL topics: [REDACTED] reported that the securing of floor tiles will begin on the third floor before the carpet is installed. [REDACTED] is negotiating with [REDACTED] regarding the number of screws needed to secure each tile.

b. Under OIT topics: [REDACTED] checked on the installation of additional phones in the receptionist area. They will be installed soon but no date given.

c. Under OS topics: The alarm work appeared to be on schedule. [REDACTED] will remind [REDACTED] Security Officer for Allied, that Allied employees are not allowed to take home supplies found in the trash. The caulking issue surfaced and it is on schedule. The sound attenuation problem in VTR's arose and [REDACTED] advised that each case is being looked at on a case by case basis and that it may be due to an insulation problem above the false ceiling, not a problem in the walls.

2. Another security issue surfaced from [REDACTED] OEA logistic's officer. She advised that a box of classified material containing NIDs is missing from the move last week. A physical search of the area, 6P37, OEA/NE Asia, is currently being conducted. DDI Security Staff has been notified. I have asked [REDACTED] to follow-up on this security incident with DDI Security.

Attachments

CONFIDENTIAL